



RENAISSANCE ON MAIN

Rediscover Kentucky's Downtown

2005 RENAISSANCE ON MAIN GUIDELINES



RENAISSANCE ON MAIN ALLIANCE

Governor's Office for Local Development (GOLD)

Kentucky Heritage Council

Kentucky Housing Corporation

Kentucky Transportation Cabinet

Kentucky Department of Tourism

Kentucky League of Cities

Federal Home Loan Bank of Cincinnati





BACKGROUND

Renaissance on Main Alliance:

- ♦ GOLD (Lead Agency)
- ♦ Kentucky Heritage Council/Main Street Program
- ♦ Kentucky Housing Corporation
- ♦ Kentucky Transportation Cabinet
- ♦ Kentucky Department of Tourism
- ♦ Kentucky League of Cities (KLC)
- ♦ Federal Home Loan Bank of Cincinnati

Layout and Design courtesy of:



Declining downtowns have been an issue for Kentucky and the United States for the last 50 years. In 1979, the Kentucky Heritage Council initiated the Kentucky Main Street Program to target the preservation and adaptive reuse of historic buildings in Kentucky's downtowns. In the fall of 1996, a 26-member committee was appointed to study Kentucky's downtowns and submit recommendations on how to strengthen the state's assistance to cities with downtown revitalization. The result was Renaissance Kentucky which represented an alliance of both state and non-state agencies and organizations focusing resources, funding and expertise on this issue.

In 2004, the Office of Renaissance Kentucky was realigned to the Governor's Office for Local Development (GOLD) as part of Governor Ernie Fletcher's streamlining of state government. GOLD administers numerous state and federal grant programs, therefore, it was determined that the program would benefit from and align better with the mission of GOLD.

In February 2005, Governor Fletcher unveiled new style and programmatic changes to enhance the already successful Renaissance Kentucky program. Although GOLD continues to administer the program, the Renaissance on Main Alliance plays a critical role in the implementation of this program. The Renaissance on Main Alliance is comprised of representatives from the following agencies listed on the left.

The Renaissance Alliance acts as an advisory committee to the Renaissance program, while bringing together federal, state and local expertise and resources to address a host of issues that adversely impact the redevelopment and revitalization of downtown communities. Bringing together the above-listed entities assist the communities with leveraging available funding sources. The Renaissance program is not intended to replace existing state and federally funded programs, but is rather an enhancement.

The relationship between Renaissance on Main and Main Street has evolved since the inception of the program in 1996. The Main Street program provides the structure for the local Renaissance efforts. Upon designation of a certified Renaissance on Main city, you are also part of the Kentucky Main Street program as the criteria required for the Renaissance on Main certification reflects the Main Street approach. It is expected that the local Renaissance Committee and the Main Street Board are one in the same and that the principles and methods of Main Street philosophies are followed in everyday management of the local program.



PURPOSE

The primary focus of the program is to spur economic development through job creation in downtown communities. The purpose of the program is to recognize and reward Kentucky cities that proactively take steps to revitalize and maintain safe, vibrant and economically sound development in downtown communities. While construction of new facilities can be an option, the program encourages the adaptive use of existing buildings with particular emphasis on the preservation of historic or unique facilities.

For additional information on the Renaissance on Main program, please visit our web site at www.gold.ky.gov. If you have comments or questions regarding the program, please contact Renaissance on Main Executive Director Ginger Wills at 800-346-5606 or by email at ginger.wills@ky.gov.

Contact Information

*If you have questions or comments
please contact Renaissance on Main
Executive Director Ginger Wills at:*

Governor's Office for Local
Development (GOLD)
Renaissance on Main
1024 Capital Center Drive, Suite 340
Frankfort, KY 40601
800-346-5606
502-573-2382



CANDIDATE CITY PRE-APPLICATION

Communities that meet the pre-application criteria and intend to seek Renaissance on Main certification designation are encouraged to participate first as a Candidate City. Candidate Cities are ranked in accordance to demonstrated downtown revitalization efforts. Renaissance on Main staff assists Candidate Cities in establishing a local Renaissance on Main committee as well as a sound programmatic funding base at the local level. Participation as a Candidate City does not guarantee selection as a Certified Renaissance on Main City. Candidate Cities must successfully complete the Renaissance on Main Certification process within two years of designation.

Candidate Cities are eligible for Renaissance on Main training and services. Upon completion of the Renaissance on Main certification criteria, candidate cities may be invited to advance to the certified Renaissance on Main designation and are eligible for funding. Candidate Cities will be designated annually at the Governor's Local Issues Conference.

All incorporated cities within the Commonwealth of Kentucky are eligible to submit a pre-application. Unincorporated cities within the Commonwealth of Kentucky are only eligible for consideration if sponsored by county government. Cities wishing to enter the Renaissance on Main program must submit the pre-application no later than June 30, 2005.

The pre-application should be mailed to:

Governor's Office for Local Development
Renaissance on Main
1024 Capital Center Drive, Suite 340
Frankfort, KY 40601



PRE-APPLICATION FOR CANDIDATE CITY DESIGNATION

Applicant (must be city or county government):

Mailing Address:

City/State/Zip:

Phone:

Fax:

E-mail Address:

County Judge/Executive (for unincorporated city):

Application Prepared by:

Address of Preparer:

Designated Renaissance on Main Contact Person:

Title:

Agency (if other than city or county government):

Mailing Address:

City/State/Zip:

Phone:

Fax:

E-mail Address:

Main Street Manager (if not Renaissance on Main contact):



CITY PROFILE

County:

Area Development District:

City Population:

County Population:

Please provide a brief description of the city including historical highlights, unique characteristics and geographic features.

Describe the overall economic condition of the city. Who are the major employers in the city? Describe types of businesses and number of employees.

Describe any cultural or recreational activities, historic or tourism assets or programs that will directly affect the Renaissance on Main area (special festivals, arts events, museums, school events, etc.).

Through a public process, please list the top five projects/initiatives for which your city would seek resources and attach further explanation of those five top priorities of your city.

Describe the strengths/assets of the downtown.

Describe the weaknesses of the city.

Describe current and/or previous downtown revitalization efforts.



DOWNTOWN PROFILE (All questions pertain to designated Renaissance on Main area)

1. How many blocks are included in the Renaissance on Main area?

2. Number of commercial buildings in the Renaissance on Main area:

Number of non-commercial buildings in the Renaissance on Main area:

Total number of buildings in Renaissance on Main area:

3. Note the number of buildings in the following conditions:

- _____ Excellent condition (well maintained)
- _____ Good condition (maintained)
- _____ Fair condition (in need of repair)
- _____ Poor condition (in need of renovation)

4. List the number of buildings which are:

- | | |
|---------------------------------------|---------------------------------|
| _____ Vacant only on the ground floor | _____ First floor vacancy rate |
| _____ Vacant only on the upper floor | _____ Second floor vacancy rate |
| _____ Completely vacant | |

5. What is the current average rent per square foot for commercial space in the downtown?

6. What is the average assessed value of a traditional two-story brick structure in the downtown?

7. Note the number of businesses in the downtown in these categories:

- | | |
|-----------------------------|----------------------------------|
| _____ Financial Institution | _____ Bar/Lounge |
| _____ Insurance Office | _____ Furniture/Appliance Store |
| _____ Real Estate Office | _____ Recreation/Cultural |
| _____ Restaurant | _____ Laundry/Cleaner |
| _____ Department Store | _____ Hardware Store |
| _____ Grocery | _____ Hairstyling (men/women) |
| _____ Service Station | _____ Gift/Card Shop |
| _____ Clothing Store | _____ Specialty Shop |
| _____ Auto Dealership | _____ Jeweler |
| _____ Medical Office | _____ Shoe/Shoe Repair Shop |
| _____ Law Office | _____ Newspaper/TV/Radio Station |
| _____ Accounting/Tax Office | _____ Hotel/Motel |
| _____ Pharmacy | _____ Other: |



DOWNTOWN PROFILE (continued)

8. Note the number of government buildings in the Renaissance on Main area:

- _____ Schools (primary, secondary, community college site, etc.)
- _____ Federal
- _____ State
- _____ Local
- _____ City
- _____ County (courthouse, county offices, etc.)

9. List the number, location and size of any parks in the downtown.

10. Estimate percentage of downtown buildings that are owner occupied.

11. Estimate percentage of downtown buildings that have out-of-town owners.

12. How many housing units are located in the Renaissance on Main area? Describe stock:

- _____ Single-family owner occupied
- _____ Single-family tenant occupied
- _____ Rental upper story
- _____ Rental lower level



Please indicate if the following items/organizations are currently in place in your city:

| Check Appropriate Response | Yes | No | Date Implemented |
|--|--------------------------|--------------------------|------------------|
| Planning and Zoning (KRS 100) | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Code Enforcement Board | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| City Manager or Planner (full- or part-time) | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Main Street Program | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Marketing Plan | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Impediment Plan | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Historic District Ordinance | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Sign Ordinance | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Full Time Mayor | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Local Public Housing Authority | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Design Review Board | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Certified Communities Partnership Program (Chamber of Commerce) | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Revitalization Plan (ARC planning or other) | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Downtown Traffic Counts | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Parking Plan | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Streetscape Plan | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Neighborhood Stabilization Plan | <input type="checkbox"/> | <input type="checkbox"/> | _____ |



CANDIDATE RENAISSANCE ON MAIN CITY PRE-APPLICATION

I hereby certify that the information provided in the pre-application for Renaissance on Main designation to be true and accurate to the best of my knowledge and that all information contained herein has been thoroughly reviewed prior to signature. I understand that information provided herein is subject to verification by the alliance at any stage of progress and that failure to disclose pertinent information or provide false information shall constitute disqualification from participation in the program. Further, I hereby agree to ensure full written disclosure in the event of a possible conflict of interest relating to any revitalization initiative in the Renaissance on Main area.

Signature of Mayor/County Judge/Executive

Date

Signature of Renaissance on Main/Committee Chair

Date

Signature of Renaissance on Main/Main Street Manager

Date

**SUBMIT SEVEN (7) COPIES OF THE PRE-APPLICATION
NO LATER THAN JUNE 30, 2005 TO THE ADDRESS BELOW:**

**Governor's Office for Local Development
Renaissance on Main
1024 Capital Center Drive, Suite 340
Frankfort, KY 40601**



CERTIFIED CITY APPLICATION

Certified Renaissance on Main Cities must successfully complete the Renaissance on Main Certification criteria below and agree to be certified annually. Upon certification, the cities are eligible to compete for the designated funding opportunities.

Cities formerly recognized as Gold Level Renaissance Cities will automatically be granted Certified Renaissance on Main City status for the 2005 calendar year. This certification will be renewable annually beginning in January 2006. However, all cities must submit reinvestment statistics.

Cities formerly recognized as Silver Medallion, Silver or Bronze Level Renaissance Cities will be designated as Candidate Cities and will advance to Certified Renaissance on Main City status upon the successful completion of the required Renaissance on Main Certification criteria.

Cities must demonstrate reasonable improvement in all four program areas and a strong organizational operation. Cities must demonstrate progress in their downtown revitalization goals.

Renaissance on Main Cities must be certified annually. The certification will be required for eligibility for designated funding set asides and other funding opportunities developed for downtown revitalization efforts. To become certified, the following submissions are due no later than April 1, 2005 and should reflect program activity from January 1 - December 31 of the previous calendar year.



APPLICATION FOR RENAISSANCE ON MAIN CERTIFIED CITY DESIGNATION

Applicant (must be city or county government):

Mailing Address:

City/State/Zip:

Phone:

Fax:

E-mail Address:

County Judge/Executive (for unincorporated city):

Application Prepared by:

Address of Preparer:

Designated Renaissance on Main Contact Person:

Title:

Agency (if other than city or county government):

Mailing Address:

City/State/Zip:

Phone:

Fax:

E-mail Address:

Main Street Manager (if not Renaissance on Main contact):



CERTIFICATION CRITERIA

I. Organization

- A. Contact information (names & addresses) for Renaissance on Main/Main Street Manager, office, board chair, committee chair and mayor. Include e-mail addresses if available.
- B. Letter of commitment from the city reflecting the current year. (See attached sample)
- C. Copy of annual budget for the current year.
- D. Documentation of board meeting minutes from the previous year.
- E. Documentation of salaried part-time or full-time professional manager. (Provide Job Description)
- F. Documentation of training accrued during previous year. (Minimum of three (3) required)
- G. Copy of current year work plan (outlining projects planned in all four areas: Organization, Design, Promotion and Economic Restructuring) with measurable goals and objectives.
- H. Description of fundraising efforts completed in previous year, including membership.
- I. Description of volunteer recruitment and recognition efforts completed in previous year.
- J. Documentation of public-private partnership roles in your downtown revitalization efforts.

II. Economic Restructuring

- A. Status of market analysis (recommended that market analysis be updated at least every five years)
- B. Description of business retention, expansion and recruitment efforts and provide a copy of the marketing package.
- C. Description of local workshops and training programs.
- D. Submit the following reinvestment statistics for previous calendar year:
 - ♦ Number of jobs created
 - ♦ Number of jobs lost
 - ♦ Number of additional jobs
 - ♦ Job total for year
 - ♦ Number of new businesses opened
 - ♦ Number of businesses closed
 - ♦ Number of businesses expanded
 - ♦ Business total for the year
 - ♦ Number of employees in your designated downtown area



CERTIFICATION CRITERIA

**Renaissance on Main Certification
Criteria should be sent to the
following address no later than
April 1, 2005:**

Governor's Office for
Local Development
Renaissance on Main
1024 Capital Center Drive, Suite 340
Frankfort, KY 40601

III. Design

- A. Description of current incentive programs
- B. Description of current educational and public awareness programs
- C. Statement on status of local "Design Guidelines" and "Historic District Ordinance"
- D. Statement on status of local building inventory
- E. Submit the following reinvestment statistics for previous year:
 - ♦ Number of major building rehabilitations
 - ♦ Amount invested in major building rehabilitations
 - ♦ Number of façade renovations
 - ♦ Amount invested in façade renovations
 - ♦ Number of minor building improvement projects (sign, paint, etc.)
 - ♦ Number of new buildings constructed
 - ♦ Amount invested in new building construction
 - ♦ Number of public improvement projects
 - ♦ Number of public improvement projects started and carried over from previous year
 - ♦ Amount invested in previous year in public improvement projects
 - ♦ Total reinvestment amount
 - ♦ Number of new housing units in downtown
 - ♦ Number of historic rehabilitation tax credit projects
- F. Submit a copy of the Renaissance on Main Area Map

IV. Promotion

- A. Description of Marketing and Image Building projects completed in previous year.
- B. List of retail promotion events completed in previous year.
- C. List of special events and festivals completed in previous year.
- D. Local program brochure & logos
- E. Sample newsletters or press releases from previous year
- F. Status of web-site development



INCENTIVE PROGRAM

The Renaissance on Main Alliance recognizes the value of the following items and encourages all communities to work toward and maintain these items. Furthermore, it is our intention to recognize communities that undertake these initiatives by assigning additional points to future funding applications.

- ♦ Market Analysis and Implementation Plan
- ♦ Building Inventory
- ♦ Historic Preservation Ordinance
- ♦ Planning and Zoning



Appendix A

ANNUAL LETTER OF COMMITMENT

Renaissance on Main/Main Street Community Letter of Commitment

This Letter of Commitment is the formal and binding statement of the plans, expectations and responsibilities required for certification by the Renaissance on Main/Main Street Program (hereinafter referred to as "RM/MS"), from _____ (city) (hereinafter referred to as "CITY"), and _____ (Renaissance on Main organization) (hereinafter referred to as the "ORGANIZATION"). This commitment is for January 1, 2005 through December 31, 2005.

The CITY and the ORGANIZATION commit to participate in the Renaissance on Main/ Main Street Program and agrees to:

1. Employ a local program manager/executive director who will be responsible for the day-to-day administration of the Renaissance on Main/Main Street organization in the community (part-time salaried position in communities under 5,000 population; part-time/full-time salaried position for communities with 5,001 - 9,999 population, full-time salaried position for communities over 10,000 population). In the event the program manager position is vacated during the term of this Agreement, the ORGANIZATION agrees to make every attempt to fill the position within three months or less. Manager/executive director shall serve as a liaison between the community and the local government entity and shall report to the local government entity at least quarterly.
2. Establish and/or maintain an organizational entity that includes representation from both the public and private sectors. This Board must meet on a regular basis and maintain official meeting minutes denoting the organizational business. The Board is encouraged to establish working committee including, but not limited to the following committees: design, economic restructuring, promotion, and organization; and whose sole focus is the management of the designated Renaissance on Main/Main Street district.
3. Work together to provide an adequate budget with funds necessary for operating a Renaissance on Main/Main Street program office, implementing an active plan of work, and ongoing training of the program manager and board.
4. Develop and implement a comprehensive approach to downtown revitalization using the Four Points and Eight Principles ascribed by the National Main Street Center, including development of annual written work plan for the local Renaissance on Main/Main Street organization.
5. Provide regular reporting of data for monitoring the progress of the Renaissance on Main district by submitting economic development reports in a timely manner using a format provided by RM/MS and provide other information requested by RM/MS on or before identified deadlines.



Appendix A (continued)

ANNUAL LETTER OF COMMITMENT

6. Promote and encourage program manager and board member attendance at local, state and national training opportunities, as identified by RM/MS. Program manager and/or local designee must attend a minimum of three (3) downtown revitalization trainings during the January-December timeframe. The ORGANIZATION shall be responsible for travel costs and other expenses associated with these meetings.
7. Provide RM/MS with copies of any materials relating to the Renaissance on Main/Main Street program published during the program year.
8. Demonstrate timely and professional administration of grant funds.

IN WITNESS WHEREOF, the parties have agreed to this commitment.

Signature of Mayor

Date

*Signature of County Judge/Executive
(For Unincorporated City)*

Date

Signature of Renaissance on Main/Main Street Chair

Date

Signature of Renaissance on Main/Main Street Manager

Date



Appendix B

SAMPLE BUDGET

| RENAISSANCE ON MAIN/MAIN STREET BUDGET (Small-Sized Community) January 1, 2005 - December 31, 2005 (or fiscal year) | | | |
|--|-----------------|-----------------|---------------------|
| | (1) Cash | In-Kind | |
| Personnel | | | |
| A. Part-time Manager: salary & benefits | \$20,000 | | |
| B. Clerical Staff: | \$10,000 | | |
| 1) Salary/wages benefits | | \$4,000 | |
| 2) Salary/wages benefits | | \$1,000 | Town Secretary |
| Operating | | | |
| A. Space Costs | | | |
| 1) Rent | | \$3,000 | Lou's Dept. Store |
| 2) Utilities/Trash | \$300 | | |
| 3) Telephone | \$1,200 | | |
| B. Equipment | \$2,800 | | |
| C. Consumable Supplies | \$300 | | |
| D. Printing/Copies/Posting | \$2,000 | | |
| E. Insurance - fire & liability | \$250 | | |
| Other | | | |
| A. Travel | \$2,500 | | |
| B. Memberships/subscriptions | \$800 | | |
| Program & Activities | | | |
| A. Organization | | | |
| 1) Membership Drive | \$500 | | |
| B. Design | | | |
| 1) Facade Loan Program | \$2,000 | \$500 | Knight Printing |
| C. Promotion | | | |
| 1) Newsletter | \$1,000 | \$500 | Knight Printing |
| 2) Special Events & Advertising | \$2,000 | | |
| D. Economic Restructuring | | | |
| 1) Market Study | \$1,500 | \$10,000 | Chamber of Commerce |
| Miscellaneous | | | |
| A. Other - Decorations | \$200 | \$200 | Garden Club |
| Subtotals | \$45,350 | \$18,700 | |



Appendix C

SAMPLE MEETING AGENDA AND MINUTES FORM

Meeting Date:

Time:

Location:

Chairperson:

Attending:

Absent:

Top Issue: _____

Item 1:

Item 2:

Item 3:

Item 4:

Notes:

Summary/Notes for Board and Staff:

Send to:

Next Meeting Scheduled for:

Date:

Time:

Location:



Appendix D

SAMPLE WORKPLAN

ORGANIZATION

- ♦ Work to define Renaissance on Main/Main Street organizations mission and develop strong community relationships.

Timeline:

Budget:

- ♦ Recruit new members to serve on the board and committees.

Timeline:

Budget:

- ♦ Acquaint new board committee members with Renaissance on Main/Main Street organization's goals, activities, policies and procedures.

Timeline:

Budget:

- ♦ Recruit new volunteers to carry out activities. Assist volunteers in finding assignments that they enjoy and for which they are well suited.

Timeline:

Budget:

- ♦ Create a promotional packet for Renaissance on Main/Main Street organization for the purpose of solicitation for membership and the creation of a volunteer network.

Timeline:

Budget:

PROMOTIONS

- ♦ Develop more aggressive marketing strategies for downtown area.

Timeline:

Budget:

- ♦ Coordinate/Participate in special event projects scheduled for the year.

Timeline:

Budget:

- ♦ Work in conjunction with the Tourism Commission on projects outlined in the recently completed Tourism Development Plan.

Timeline:

Budget:



Appendix D (continued)

SAMPLE WORKPLAN

ECONOMIC RESTRUCTURING

- ♦ Continue to support and strengthen the businesses located in the downtown area and encourage more active involvement of downtown businesses in revitalization process.

Timeline:

Budget:

- ♦ Advocate and support the Downtown Business Association.

Timeline:

Budget:

- ♦ Provide business owners with training and information workshop opportunities as possible.

Timeline:

Budget:

- ♦ Provide assistance and information to current and prospective downtown businesses.

Timeline:

Budget:

- ♦ Develop more attractive incentives for property owners to improve building structures.

Timeline:

Budget:

- ♦ Develop strategy and incentives to increase upper-story occupancy.

Timeline:

Budget:

DESIGN

- ♦ Consider proposals received for Façade Improvement Grant Program.

Timeline:

Budget:

- ♦ Develop an annual Building Improvement Award to be distributed during the annual meeting.

Timeline:

Budget:

- ♦ Continue to review Low Interest Loan Pool Applications.

Timeline:

Budget:

- ♦ Develop Paint Partnership Program.

Timeline:

Budget:

- ♦ Submit TEA-21 application for streetscape improvements.

Timeline:

Budget:



Appendix E

BUILDING INVENTORY

RENAISSANCE ON MAIN/MAIN STREET BUILDING INVENTORY

Date of Inspection: _____

Inspection conducted by: _____

Building name and address: _____

Owner/contact name, address and phone: _____

| | Square | Use/Tenant | Rent |
|------------------|--------|------------|------|
| Basement | | | |
| Ground Floor | | | |
| Upper Floors - 2 | | | |
| -3 | | | |
| -4 | | | |

| Assessment Ratio | | Size |
|------------------|--|------|
| Building | | |
| Land | | |
| Total | | |

Year of latest property tax assessment: _____

Resource Number (for National Register): _____

Map/Parcel: _____

Zoning: _____

Annual Taxes: _____

Insurance Premium: _____

For sale: _____ For rent: _____

Realtor/Contact: _____

Date photo taken: _____

Building
Photograph



Appendix E (continued)

BUILDING INVENTORY

| | | | | | | | |
|--|------|------|------|--|------|------|------|
| Date of building construction: | | | | Date of building alterations: | | | |
| Construction type: <div style="display: flex; flex-wrap: wrap;"><div style="width: 50%;"><input type="checkbox"/> Bricking bearing wall</div><div style="width: 50%;"><input type="checkbox"/> Concrete block</div><div style="width: 50%;"><input type="checkbox"/> Brick veneer</div><div style="width: 50%;"><input type="checkbox"/> Wood frame</div><div style="width: 50%;"><input type="checkbox"/> Concrete structure</div><div style="width: 50%;"><input type="checkbox"/> Steel structure</div><div style="width: 50%;"><input type="checkbox"/> Stone</div><div style="width: 50%;"><input type="checkbox"/> Other</div></div> | | | | | | | |
| Existing use: | | | | | | | |
| Past Use: | | | | | | | |
| Proposed use if vacant: | | | | | | | |
| | Good | Fair | Poor | | Good | Fair | Poor |
| Roof | | | | Doors | | | |
| Gutters | | | | Interior | | | |
| Ext. Walls | | | | Plumbing | | | |
| Storefront | | | | Heating | | | |
| Windows | | | | Air Condition | | | |
| Additional Notes: | | | | | | | |
| Number of Parking Spaces: | | | | Parking: <input type="checkbox"/> On <input type="checkbox"/> Off | | | |
| Parking Space Breakdown: Owned _____ Leased _____ Municipal _____ | | | | | | | |
| Rear Entry in Building (for receiving, shipping and customers): <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | | | |
| Loading Dock: <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | | | |
| Additional Site Information: | | | | | | | |
| Painted: <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | Interior water leaks: <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Exterior cracks: <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | Bowling/Leaning: <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Sandblasted: <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | | | |
| Type of air conditioning system and condition: | | | | | | | |
| Type of amperage service to building: <input type="checkbox"/> 110 volts <input type="checkbox"/> 220 volts <input type="checkbox"/> 110 & 220 volts | | | | | | | |
| General comments on building: | | | | | | | |



Governor's Office for Local
Development (GOLD)
Renaissance on Main
1024 Capital Center Drive, Suite 340
Frankfort, KY 40601
800-346-5606
502-573-2382
www.gold.ky.gov